

5.12 Submit to HUD for Review - Lenders ONLY

Read before proceeding:

Auditors (Independent Public Accountants and Data Entry) cannot submit to HUD for Review. Only the FHA Approved Lender (Lender Submitter) can submit their financial data to HUD by clicking the "Submit Financial Data" button.

The lender WILL NOT have the ability to submit to HUD until the status of the submission is in 'IPA Agree'. If the submission is in 'IPA Review', refer to Section 5.10 - Auditor Procedures of this manual. If the submission is in 'IPA Disagree', refer to Section 5.11 - Re-submitting to IPA - IPA Disagree of this manual.

Step 1: Login to LASS through FHA Connection using <https://entp.hud.gov/clas/>

***Note:** For detailed instructions on how to login to LASS, refer to **Section 2.0 - Logging into LASS** of this manual.*

Step 2: Click on the 'IPA Agree' status link from the inbox. See below.

STATUS	LENDER NUMBER	LENDER NAME	PROGRAM TYPE	FISCAL YEAR END	LASS ANALYST
IPA Agree	XXXXXXXX	ANY LOAN INC.	Title I and II Loan Correspondent	01/31/2002	Not Assigned

Step 3: The submit page will be displayed. See below:

Lender Number: XXXXXXXX
Lender Name: ANY LOAN INC.
Fiscal Year End: 01/31/2002
Program Type: Title I and II Loan
Correspondent

Instructions:

Click the Submit Financial Data pushbutton to submit your financial data to HUD. Be sure to check your submission status by returning to your Inbox in a few days.

CERTIFICATION STATEMENT

This is to certify that to the best of my knowledge and belief, the information contained in this submission - including but not limited to the accompanying FDT, DCF, and Notes & Findings - is accurate and complete for the period described on data element lines G9000-010, G2000-020, and G2000-030. By selecting Submit, I declare that the foregoing is true and correct.

Line Item	Account Description	Total
200	Total Assets	\$311,490
600	Total Liabilities and Equity	\$311,490
700	Total Revenue	\$1
900	Total Expenses	\$1
1000	Net Income (Loss)	\$0
1240	Net Worth Required	\$50,000
1270	Adjusted Net Worth	\$258,990

Submit Financial Data

Step 4: Read the Certification Statement and click on the 'Submit Financial Data' button. The following message will appear:

Submission was successful!

Congratulations, your submission has successfully been submitted to HUD. Be sure to check your submission status by returning to your Inbox in a few days.

Note: You *MUST* check your inbox regularly to view the status of your submission. You are not finished with the submission until the status of your submission reads 'Audit Accepted'.

Step 5: Wait 24 hours and log back into LASS.

- If your submission status reads '**Audit Accepted**', you have completed the audit portion of the recertification process for the year and will not need to resubmit an audit until next year. See below:

STATUS	LENDER NUMBER	LENDER NAME	PROGRAM TYPE	FISCAL YEAR END	LASS ANALYST
<u>Audit Accepted</u>	XXXXXXXX	XXXXXXXX	Title I and II Loan Correspondent	12/31/2004	Tester - HLASB LASS

Note: All FHA approved lenders must pay the recertification fee to be recertified for the year. The financial submission that is submitted through LASS is only one part of the recertification process. Once the status reads 'Audit Accepted' and the lender has paid the recertification fee, that lender will be considered Recertified. For information on paying the recertification fee, please call 202-755-7400 Ext. 161.

- If your submission status reads '**Review**' this means HUD is still reviewing the submission. See below.

STATUS	LENDER NUMBER	LENDER NAME	PROGRAM TYPE	FISCAL YEAR END	LASS ANALYST
<u>Review</u>	XXXXXXXX	XXXXXXX	Title I and II Loan Correspondent	12/31/2001	Eddie Vedder

- If your submission status reads '**Deficient**' refer to **Section 5.13 - Response to a Deficient Submission** of this User's Manual. You will have 30 days to submit an acceptable cure to the deficient submission to HUD.

STATUS	LENDER NUMBER	LENDER NAME	PROGRAM TYPE	FISCAL YEAR END	LASS ANALYST
<u>Deficient</u>	7715900005	XXXXXXX	Title I and II Loan Correspondent	12/31/2001	Eddie Vedder

- If your submission status is Rejected, refer to **Section 5.14, Response to a Rejected Submission**. You will have 30 days to submit an acceptable cure to the rejected submission to HUD.

STATUS	LENDER NUMBER	LENDER NAME	PROGRAM TYPE	FISCAL YEAR END	LASS ANALYST
<u>Rejected</u>	7781700005	ANY LOAN INC.	Title I and II Loan Correspondent	12/31/2001	DARRALL GRIFFIN